



ProtectMyManufacturedHome

What You Should Know:

# Replacing the roof on your manufactured or mobile home

An alteration permit from the Washington State Department of Labor & Industries is required when you reroof a manufactured home. In some cases, plans for the work must also be submitted to L&I for approval prior to doing the work. L&I has a four-step process for home alterations. Here's how:

## Step 1: See if you need to submit plans.

You **need** to submit plans if:

- You are **not removing** the old shingles or roof covering before installing the new roofing.
- The new roof covering is **heavier** than the original.
- There are repairs to any **roof framing**, such as trusses or rafters.
- A **second layer** of sheathing or additional framing is added to the roof.

Plans must be stamped by a Washington professional engineer (PE) or architect. When you reroof, **you need to submit plans when buying a permit** (see step 2). There is a fee for reviewing plans which is added to the permit. It usually takes two to three weeks to process plans and **plans must be approved before proceeding with the work.**

You **do not need to submit plans** if:

- You are removing the existing roofing and installing new roofing of the same or lesser weight.
- Existing roof sheathing may be removed and new roof sheathing used. The sheathing must be rated for roof use and ½-inch thick or less.



## Get more information

- Visit [www.Lni.wa.gov/FAS](http://www.Lni.wa.gov/FAS)
- For structural issues, contact plan review at: 360-902-5218
- For general permit help, call customer service at: 360-902-5206
- Or email [FAS1@Lni.wa.gov](mailto:FAS1@Lni.wa.gov)

## Step 2: Get a permit.

An alteration permit for “structural reroof” of a manufactured home can be purchased at any L&I office, or online at [www.Lni.wa.gov/FAS](http://www.Lni.wa.gov/FAS).

**Important note — You don’t need a permit if you are:**

- Repairing a small area of damaged roofing, usually less than 200 square feet.
- Applying liquid or mastic roof sealant to a metal roof.

A reroof permit can also be created when plans are sent to L&I. You can submit plans through your local L&I office, email them to [FAS1@Lni.wa.gov](mailto:FAS1@Lni.wa.gov), or mail them to:

Factory Assembled Structures Plan Review Section  
Washington State Department of Labor & Industries  
PO Box 44430  
Olympia WA 98504

## Step 3: Do the work.

There are important things to remember when reroofing:

- Post your permit near your front door or worksite.
- Remove the old roof. Trusses and rafters can only support a single layer.
- If you are removing old sheathing, **install the new roof sheathing** per the International Residential Code requirements (rated for the application and appropriate fastening). Also, this work requires an additional inspection — have it done **before** covering the sheathing with roofing or underlayment. An inspection can be requested as noted below.
- Follow the shingle manufacturer’s instructions on the package and the L&I pre-inspection checklist. Pay special attention to the “low slope” requirements if your home has a slope of less than 4/12.
- Reuse of plastic skylights is prohibited. Skylights must be curb mounted and step flashed.
- If you have damaged trusses or rafters see the information brochure for this topic.



## Step 4: Get the project inspected.

You’ve finished the project. **It’s your responsibility** to make sure it gets inspected. Here’s what you need to do:

- Review L&I’s pre-inspection checklist. It’s available online at the website for manufactured or mobile homes, [www.Lni.wa.gov/FAS](http://www.Lni.wa.gov/FAS), and enter “low-slope roofing” in the search box.
- Call for a structural reroof inspection at [www.Lni.wa.gov/FAS](http://www.Lni.wa.gov/FAS) by entering “request FAS inspection” in the search box, or call or visit an L&I office. The inspector will contact you when he is scheduled to be in your area, usually in about 10 days.

### Why does L&I require permits and inspections?

Think of L&I as Washington’s “building department” for all factory assembled structures in the state. Since 1968, the agency has been responsible for inspections of manufactured and mobile homes and other modular buildings.